

**Minutes
Board of Health Meeting
Chelan-Douglas Health District
August 17, 2020**

Board Members Present:

Dan Sutton, Douglas County Commissioner
Kevin Overbay, Chelan County Commissioner
Jill Thompson, Mayor, Town of Waterville
Doug England, Chelan County Commissioner
Marc Straub, Douglas County Commissioner
Sharon Waters, Leavenworth City Council
Jerrilea Crawford, Mayor, City of East Wenatchee
Ruth Esparza, Wenatchee City Council

Staff Present:

Bruce Buckles, Interim Administrator
Malcolm Butler, CDHD Health Officer
Kandis Boersema, Associate Administrator, Interim Board Secretary;
Veronica Farias, Health Communications Director
Cari Hammond, Associate Administrator, Personal Health
Hilary Knelleken, Associate Administrator, Environmental Health

Chuck Zimmerman, CDHD Attorney

Public Present

Meeting was held via Zoom and phone conferencing with members of the public listening to the meeting.

Meeting - Dan Sutton called the meeting to order at 3:00 p.m.

Consent Agenda – Doug England moved to approve the Consent Agenda items a-d.

- a. July 20, 2020 Board Meeting Minutes
- b. July Payroll in the amount of \$229,384.35
- c. July Benefits in the amount of \$81,866.82
- d. Payment of 2020 Vouchers No. 20200393-20200456
in the amount of \$83,937.95

Kevin Overbay seconded and the motion carried.

Jill Thompson moved to approve the Consent Agenda item e.

- e. Contract Matrix:

- i. Consolidated Contract CLH18238 Amendment 15
- ii. Consolidated Contract CLH18238 Amendment 16

Sharon Waters seconded and the motion carried.

Program Update – Bruce Buckles

Discussion held with the board regarding the organizational chart and needs and how best to recruit nurses. It was determined that CDHD must address the current nurse wages. Bruce reported that Dr. Peter Houck will be assisting CDHD in COVID-19 response work and will be paid by DOH.

Board Discussion – none

Public Comment - Dan Sutton opened the floor to public comment.

New Business – Dan Sutton explained the Interlocal Agreement between the Health District and Columbia River Council of Governments (doing business as Aging and Adult Care of Central Washington). The agreement is in place for Aging and Adult Care Executive Director Bruce Buckles to serve as Interim Administrator of the Health District and other Aging and Adult Care staff to assist the Health District as needed. Marc Straub made a motion to approve the Interlocal Agreement. Kevin Overbay seconded and the motion carried.

Dan Sutton explained that staff from the Department of Health visited the Health District on August 7th to offer assistance with COVID response efforts. As such an Emergency Board of Health Meeting took place and there is a need for ratification of action from the Emergency Meeting on 8/7/20. Dan explained that at the direction of DOH, the Board of Health created a unified policy group to govern the COVID response efforts and accepted assistance of an Emergency Management Type 3 Team to assist in Incident Management. Kevin Overbay made a motion to ratify the decisions to create a Unified Policy Group and accept assistance of an Emergency Management Type 3 Team. Jill Thompson seconded and the motion carried.

Unfinished Business - none

Reports -

Fiscal Report - Kandis Boersema

Monthly report provided in the packet. Kandis gave an update to the board.

Personal Health Report - Cari Hammond

Monthly report provided in the packet. Cari gave an update to the board.

Health Communications Report – Veronica Farias

Monthly report provided in the packet. Veronica gave an update to the board.

Environmental Health Report – Hilary Knelleken

Monthly report provided in the packet. Hilary gave an update to the board.

Health Officer Report – Dr. Malcolm Butler presented a PowerPoint to the board; discussion followed.

Administrator Report – Bruce Buckles

Bruce gave an overview of the Internal Needs Assessment he has been working on. He will provide the assessment to the Board for review.

Sharon Waters made a motion to adjourn the meeting at 4:32 pm. Sharon Waters seconded and the motion carried.



Dan Sutton, Board Chair

ATTEST:

Kandis Boersema, Interim Board Secretary